



# CITY OF FALLS CHURCH

## MEMORANDUM

Transmitted by Email and First Class Mail

March 31, 2017

Railroad, LLC  
c/o Robert Young  
800 W. Broad Street, Suite 333  
Falls Church, VA 22046

RE: ***Railroad Cottages*** Special Exception Application  
Railroad, LLC c/o Robert Young  
1000 block of Railroad Avenue (RPC #s 52-102-030, 52-102-031, 52-102-032)  
MUNIS # 2017-0220

Dear Mr. Young,

The City staff has reviewed the 1<sup>st</sup> Submission for the Special Exception Application for the proposed Railroad Cottages cottage housing development dated February 17, 2017. This letter and its associated attachments transmit the staff comments for your review and response.

### APPLICATION SUMMARY

The following is a summary of the proposed Railroad Cottages cottage housing development project special exception application.

#### **Proposed Development Project:**

<b>Applicant:</b>	Railroad, LLC
<b>Site:</b>	RPC #s 52-102-030, 52-102-031, 52-102-032 (1006 Railroad Avenue)
<b>Project:</b>	The Applicant is proposing a ten unit cottage housing development. There are no existing structures or uses on the site.
<b>Future Land Use:</b>	Low-Density Residential (4.0)
<b>Zoning:</b>	R-1A
<b>Special Exception:</b>	Cottage Housing Development requested per Sections 48-90(e) and 48-241 of Zoning Ordinance.

## **STAFF REVIEW COMMENTS**

The following are the staff review comments on the 1<sup>st</sup> submission with references to the enclosed/attached memos from staff that provide the detailed comments and additional information. With your next submission, please provide a response letter in annotated format addressing all comments:

### **Planning**

**Planning/Development Review** – Carly Aubrey, Senior Planner, 703-248-5106

#### **Special Exception Requirements (Sec. 48-90)**

1. The special exception evaluation criteria analysis in the application states the use of pervious paving materials for all paving on the site. It is unclear on Sheet P-0401 of the conceptual development plan, what the proposed paving materials are under the carport area.
2. Include massing and site renderings for the project within the site and in context with the surrounding area.
3. Submit draft condominium/homeowner association and/or covenant documents pertaining to age restrictions and maintenance of common areas and landscaped areas.
4. Draft Voluntary Concessions were not submitted. Please submit them in the next submission. Future meetings with City management are anticipated to finalize the voluntary concessions.
5. Additional information will be required, and future meetings are anticipated, in regards to the development of maintenance agreements and parking enforcement agreements for the proposed grasspave area along Railroad Avenue, both within and outside the City of Falls Church.

#### **Site Plan Requirements (Sec. 48-241)**

6. Provide additional architectural details - floor plans with approximate square footage, color options, etc.
7. If crawl spaces are proposed, please provide the estimated average height.
8. Include a statement on low impact design elements that are proposed to capture the first inch of rainfall.
9. Include a statement on any proposed net zero energy impact elements.
10. Include greater detail on how solar or green roofs will be used to obtain 561 square feet of bonus building coverage.

### **Site Plan Requirements (Ch. 48, Article V, Division 7)**

11. Indicate extent of proposed 6 foot grasspave area along entirety of Railroad Avenue, not just across from the subject site; and indicate locations of existing trees/shrubs within and adjacent to the grasspave area.
12. Provide a tree survey of all existing trees on the site that measure at least two inches in diameter at 4½ feet above grade, which shall identify each tree by size (diameter at 4½ feet above grade), species, and condition as determined by a licensed and/or certified arborist, or a similar professional approval by the city manager.
13. Include a statement that the owner or contract owner joins in the site plan and agrees to be bound by all site plan requirements.
14. Include a proposed subdivision plat. If a site plan covers more than one lot or parcel, a subdivision plat which binds the properties to the uses shown on the site plan shall be made part of the plan submittal. Approval and recordation of such plat shall be a condition of approval of the site plan.
15. Include owner information, zoning district and present use of all contiguous property.
16. Include the disposition of stormwater drainage and detention systems indicating pipe sizes, types and grades, including all calculations.
17. Include existing and proposed sanitary sewerage facilities, indicating pipe size, types and grades and where connection is to be made to the city system, including all calculations.
18. Include all proposed artificial outdoor light sources and accompanying structural supports, indicating all details required as regulated by chapter 14.
19. Indicate type of enclosures and screening for trash storage.
20. Indicate location of existing and proposed utility apparatus associated with aboveground and underground installation, connection and distribution as approved by the respective utility corporations.
21. Indicate location of adequate signs to prohibit parking along travel lanes or driveways.

### **Transportation Planning** – Kerri Oddenino, Planner, 703-248-5477

1. See memorandum, dated March 20, 2017 for comments and further details (Enclosure 1).
2. *Pedestrian Access*  
Width of Walkway: Will two people be able to fit if they are both using either walkers or wheelchairs? Can the house entrance walkways be used as ADA passing spaces?  
Lighting: Will residents be able to see where they are walking at night? Will lighting be provided for the walkway?
3. *Automobile Access and Parking*  
Access: Are the units at the end of the site accessible by motorized vehicle?  
Moving In/Out: How will delivery trucks service the site? How will move in/move out work on the site?
4. *Neighborhood Opportunities*

Plaza: The W&OD Master Plan calls for redeveloping the maintenance shed area as a welcome/gateway plaza. What are the opportunities to implement that portion of the plan with this project?

## **Zoning**

John Boyle, Zoning Administrator, 703-248-5126

1. See memorandum dated March 15, 2017 for comments and further details (Enclosure 2).
2. Provide more detail in how the plan will satisfy Sec. 48-241(a)(8) Low Impact Design.
3. Provide a comment box on the plan that identifies who is responsible for maintenance of landscaping under Sec. 48-241(a)(12); include this in the special exception language.
4. Provide text boxes on the plan that state the following: parking enforcement on site is at the discretion of the police department; parking is not permitted on private streets; all streets in the development shall be private and shall be maintained by the Association or other owner; all vehicle parking generated by the site shall be hosted entirely on the site.
5. Indicate areas designated as “no parking” and show the locations of the related signs.
6. Delineate the boundaries of the common areas on the site plan, perhaps in a stand-alone mini-map.
7. Show precise dimensions and locations of stoops, porches, decks and patios.
8. Consider 7’ perimeter fencing as part of the side and rear landscaping buffers.

## **Building Safety**

Doug Fraser, Building Official, 703-248-5087

1. See email dated March 8, 2017 for comments and further details (Enclosure 3).
2. 18” drop-off on either side of long wood walkway might be a hazard for people with vision or mobility/ balance issues.
3. Please provide fire flow calculation for new hydrant.
4. Please provide a dimension from the firetruck parking area to the back of the furthest cottage.
5. Please describe how the common house will be used, and how the kitchen will be equipped. Will there be a commercial hood, grease trap, etc.?
6. Would the common house ever be winterized? Would fire personnel be able to tell if someone were sleeping there?

## **Department of Public Works**

1. See memorandum dated March 21, 2017 for comments and further details (Enclosure 4).  
Stormwater (Jason Widstrom, 703-248-5026)
2. An erosion and sediment control plan shall be required at the final site plan stage. The applicant is advised to begin planning a strategy for runoff containment on-site.

3. The total phosphorus load shall be reduced at least 20 percent below the pre-development total phosphorus load using on-site stormwater management techniques. Calculations must include improvements done to the road.
4. Stormwater management shall be designed to completely infiltrate or contain the first inch of stormwater runoff on site.
5. The City recommends any concentrated flow to be piped to the stormwater infrastructure in Ellison Street.
6. Before the site plan can be approved as preliminarily designed the developer will need to request a waiver for elements of the City's RPA code. The City will likely seek restoration efforts of the channel as part of the mitigation for land disturbance in the RPA.
7. Identify who will maintain the grass pavers proposed on NOVA Parks property. This BMP will need a maintenance agreement with the City.

#### Solid Waste & Recycling (Chris McGough, 703-248-5456)

8. The plans show a concrete dumpster pad but it is not clear whether an enclosure will be included. An enclosure is strongly recommended.
9. The City maintains one of the highest recycling rates in the state. Be sure that the dimensions allow for a recycling dumpster (or cart service) and a trash dumpster. Please provide dimensions showing recycling and trash capacity adequate for the volume of solid waste expected.
10. Some of the units are quite far from the proposed dumpster location. This may pose a problem for certain residents in the target buyer base. Will the project provide accommodations to move both trash and recycling from the residence to the dumpsters if needed?

#### Transportation Engineering (Stephanie Rogers, 703-248-5459)

11. Show existing City of Falls Church and NOVA Parks ROW on Existing Conditions Plan.
12. Show existing lots, buildings and traffic control devices on Existing Conditions Plan.
13. Parking Management and Transportation Demand Management plans will be required for the final site plan. The applicant must demonstrate the proposed parking will be adequate for residents and their visitors given that parking is not and will not be permitted along Railroad Ave.
14. Please be advised that an approved Maintenance of Traffic, Construction Management and Construction Parking Plan shall be required prior to issuance of any construction permits.
15. The existing 12' right-of-way shall be milled and resurfaced by the developer after construction.

#### Urban Forestry (Kate Reich, 703-248-5183)

16. Provide a preliminary tree survey of all trees 2" and diameter or greater with recommendations for removal or retention as outlined in the City's development

guidelines. This survey and resulting tree preservation plan must be done by an ISA Certified Arborist.

17. Include a Tree Preservation Plan that details tree locations and critical root zones, tree protection fencing, and other tree preservation measures.
18. Include all standard details for tree protection, planting, etc.
19. The 10' landscaped buffer shown on all sides is adequate to screen this project from adjacent residences and from the street.
20. The conceptual layout provided for this project exceeds the required residential development canopy cover standard.
21. The City will work with the applicants to ensure the landscaped buffer and residential canopy cover requirements are met in the Site Plan.

#### Voluntary Concessions

22. The City will work with the applicant to draft a list of Voluntary Concessions associated with this development.

#### **Fire Official**

Captain Tom Polera, Fire Official, 703-248-5058

1. See memorandum, dated March 6, 2017 for comments and further details (Enclosure 5).
2. This memo is to offer comments and conditional support for the Railroad Avenue Cottage Project. After meeting with the applicant and reviewing Fire and Life Safety concerns, the applicant has agreed to make improvements that will greatly improve response capabilities to Railroad Avenue.

Background: Railroad Avenue brings unique challenges based upon its location and past practices that have been applied in development lacking the attention to Fire and Emergency Medical Services (EMS) accessibility. Access is through Fairfax County off Fowler Street. When turning onto Railroad Avenue the road width reduces to 12 feet, limiting Fire Department and EMS Life Support access. Railroad Avenue then continues east over 650 feet in total length with no turnarounds. There are three homes along Railroad Ave; one built in 1939 prior to Virginia Statewide Fire Code provisions. Complicating access further is a pipe stem that extends south off of Railroad Avenue, over 150 feet to another residence. All dwellings are along the south side of Railroad Avenue with the Northern Virginia Park Authority (WO&D Trail) boarding the north side of the road.

Another obstacle for access is vehicles that park along Railroad Avenue on Northern Virginia Park Authority property. This further reduces the 12 foot street to approximately 8-10 feet when vehicles are present. The removal of those vehicles cannot be enforced since they are located on Park Authority property. During the winter months this is compounded with the buildup of snow narrowing road access even further.

In order to meet the intent of the Virginia Statewide Fire Prevention Code, the applicant has agreed to the following:

Railroad Avenue shall be widened from Fowler Street to the end of Railroad Avenue with a continuous width of 18 feet. It is understood this will be accomplished by adding an additional width of 6 feet of grass permeable pavers abutting the existing pavement and extending onto Northern Virginia Park Authority Property along the length of Railroad Avenue. While the Virginia Statewide Fire Prevention Code required roadways to be a minimum of 20 feet wide, it allows an exemption for a reduction to 18 feet if those residential units will include an automatic sprinkler system. The pavers must meet the weight capabilities for fire apparatus (80,500 pounds).

It is further understood there will be “No Street Parking” on Railroad Avenue in order to meet the minimum 18 foot requirement of the Statewide Fire Prevention Code. Permission must be obtained to grant signage and enforcement rights along the Northern Virginia Park Authority property to remove vehicles in order to maintain roadway access for emergency vehicles.

The applicant is aware of the need to install a “Dead-End Turn-Around” at the end of Railroad Ave for emergency vehicles to meet the intent of the Statewide Fire Prevention Code. This shall be approved by the Fire Official in coordination with Arlington and Fairfax County Fire Departments.

Installing an additional fire hydrant in the area of the cottages will be required. Currently there is one fire hydrant located in Fairfax County at Fowler Street. Consultation with Fairfax Water is required to determine the exact location of the additional hydrant and if the current water main would provide adequate fire flow.

The applicant shall comply that all portions of first story exterior walls are within 150 feet of the closest roadway supporting fire apparatus.

All aspects of the maintenance of Railroad Avenue shall be identified. This includes a clear identification of the parties involved (Department of Public Works) and their responsibilities to maintain the grass permeable pavers. This includes repair, replacement and snow removal in order to maintain emergency access at all times.

The applicant has shown due diligence in understanding fire safety concerns and mitigating hazards by proposing construction featuring non-combustible siding, the installation of fire sprinkler suppression systems and limiting the height to 1 ½ stories for the use of ground ladders for emergency rescue operations.

In conclusion, based upon the completion of the proposed actions as outlined above, the intent of the Virginia Statewide Fire Prevention Code would be met. As such, there should not be an adverse impact influencing the ISO and insurance ratings on those properties regarding accessibility. In addition, these improvements will greatly provide

an accessibility resolution for the existing homes on Railroad Avenue and improve response capabilities for emergency services.

## **Health & Human Services**

Nancy Williams, Director, 703-248-5191

Dana Lewis, Housing Program Analyst, 703-248-5170

1. See memorandum, dated March 7, 2017 for comments and further details (Enclosure 6).
2. Housing and Human Services supports the submission from Robert Young for the Railroad Cottages development. This project will increase the housing options available for City residents. We disagree however with the assertion that the Affordable Housing Policy does not apply and request that the provisions for Affordable Dwelling Units (ADU) be followed. Per the Affordable Housing Policy “in general, a requirement of six per cent (6%) minimum of new units based on by right development will be provided as ADUs in each new multifamily housing development. ... When the City determines that a financial contribution in lieu of new units is in its best interest for meeting Affordable Housing targets, negotiators will ensure the City receives a cash contribution that reflects the fair market value of the units.”

Although the Policy refers to “multifamily housing” the intent of the Policy was to be applicable to all new housing developments in the City. Six percent of the units which will be rounded up to one unit or cash in lieu should be requested as a proffer.

*Planning Staff Note:* This is a special exception and negotiation, therefore community benefits may be considered by City Council.

## **Fairfax Water**

Ross Stilling, P.E., Chief, Site Plan Review, 703-289-6385

Gregory Prelewicz, P.E., Manager, Planning Department

1. See email dated March 17, 2017, and memorandum dated March 6, 2017 for comments and further details (Enclosure 7).
2. Please note that fire flow requirements will require the existing water main to be upsized. The 4” will need to become 6”, and likely all the water main will need to become 8” to achieve code compliant fire flows at this site.
3. The property can be served by Fairfax Water.
4. Adequate domestic water service is available at the site from an existing 6-inch & 4-inch waterline in Railroad Ave. See the enclosed water system map.
5. Based upon configuration of proposed on-site water mains, additional water main extensions will be necessary to satisfy fire flow requirements and accommodate water quality concerns. Adequate fire service is available from an existing 12-inch waterline in Fowler Street.

## NOVA Parks

Todd Hafner, Director of Planning and Development, 703-359-4606

1. See email dated March 23, 2017 for comments and further details (Enclosure 8).
2. Attached are some modifications to the draft plan included in the special exception application. The attachment notes where we discussed having Grasspave instead of asphalt and shows proposed bollards.
3. When we last met, the developer offered to install two parking spaces at our maintenance shed. We do not need those spaces.
4. We would prefer flexible bollards in lieu of a gate to keep vehicles from entering the trail. That said, if we replace the asphalt outside of the road easement with Grasspave, we probably won't even need the bollards as the grass will provide enough deterrent.
5. The developer and City will need to enter into an agreement with NOVA Parks allowing the work to be completed on park property. Among other things, the agreement will require the developer to pay for NOVA Parks staff time and out of pocket expenses (such as engineering review and legal expenses to draft agreements). There will also be a construction deposit required that will be refunded at end of work if everything is completed properly.
6. Since the improvements on park property are intended for the benefit of the City for fire protection, the City will need to enter an agreement with NOVA Parks to maintain the surface improvements, bollards and no parking signs.
7. As you know, we can't grant permanent rights in the park property, nor can we predict what our future park development needs might be. The space occupied by the proposed improvements could someday hinder NOVA Parks ability to develop the valuable park property and to provide facilities to benefit the public. Accordingly, there will need to be language in the agreement with the City that indicates NOVA Parks may remove or develop the Grasspave areas and designated emergency vehicle turnaround at its discretion (essentially everything outside of the existing 12 foot wide public road easement), and the City will not deny approval of future NOVA Parks plans and permits because of the existence of the Grasspave strip and turn around area.

-----End of Staff Comments-----

If you would like to meet with staff after reviewing these comments, please let me know. When re-submitting, please provide a CD with the re-submission along with an annotated response to the comments provided in this letter.

Your special exception application is scheduled for an Architectural Advisory Board meeting on April 5, 2017. It is also scheduled for a Planning Commission work session for April 17, 2017. Please be prepared to provide a presentation, discuss the neighborhood meeting that occurred on

March 14, 2017, and to answer questions from the Planning Commission. A final schedule will be developed after the next submission and plan revisions.

If you have any questions, please feel free to call me at 703-248-5106 or the respective staff listed for specific technical questions.

Sincerely,



Carly Aubrey, AICP  
Senior Planner

Cc: Jim Snyder, Planning Director/DDS  
Gary Fuller, Principal Planner/DDS  
Antonette Isherwood, WLP, Inc.

**Enclosures:**

1. Memo from Planner, Kerri Oddenino, dated March 20, 2017
2. Memo from Zoning Administrator, John Boyle, dated March 15, 2017
3. Comments from Building Official, Doug Fraser, dated March 8, 2017
4. Memo from Department of Public Works, dated March 21, 2017
5. Memo from Fire Official, Tom Polera, dated March 6, 2017
6. Memo from Health and Human Services, dated March 7, 2017
7. Comments from Fairfax Water, dated March 6 & 17, 2017
8. Comments from NOVA Parks, dated March 23, 2017



**DATE:** March 20, 2017

**TO:** Carly Aubrey, AICP, Senior Planner

**FROM:** Kerri Oddenino, Planner

**CC:** Paul Stoddard, AICP, Principal Planner  
Stephanie Rogers, P.E., Principal Engineer  
Jeffrey Sikes, Transportation Planner

**SUBJECT:** Railroad Cottages, Transportation Planning Review

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Please find below my transportation comments and recommendations regarding the proposed redevelopment project at Railroad Avenue, titled "Railroad Cottages". These comments and recommendations respond to the following documents dated February 2017:

1. Copy of Application for Special Exception
2. Disclosure Statement
3. Conceptual Development Plan Package
4. Architectural Elevations
5. Statement Regarding Impacts on Existing Community Facilities
6. Conformance with Falls Church City Comprehensive Plan and Design Guidelines
7. Statement & Data Regarding the Projected Net Revenues from the Project
8. Cottage Housing Special Exception Evaluation Criteria

## Policy Guidance

These comments are motivated by the following policy guidance.

### Comprehensive Plan

- Mobility for all Modes, Chapter 7
  - Increase pedestrian safety and accessibility in both the commercial and residential areas of the City.
  - To the extent possible, meet increased travel demand within, from, and through the City via non-automobile modes.

## W&OD Park Master Plan

- “An existing storage shed and seating area provides an opportunity to create a Western Gateway into the City. The shed’s architecture follows the design styling of former train stations along the W&OD Railroad. The addition of special paving to mimic railroad tracks and public art depicting trains from the railroad era add interest to the area and help connect the Park to its history” (page 8).

## Pedestrian Access

1. **Width of Walkway:** Will two people be able to fit if they are both using either walkers or wheelchairs? Can the house entrance walkways be used as ADA passing spaces?
2. **Lighting:** Will residents be able to see where they are walking at night? Will lighting be provided for the walkway?

## Automobile Access and Parking

3. **Access:** Are the units at the end of the site accessible by motorized vehicle?
4. **Moving In/Out:** How will delivery trucks service the site? How will move in/move out work on the site?

## Neighborhood Opportunities

5. **Plaza:** The W&OD Master Plan calls for redeveloping the maintenance shed area as a welcome/gateway plaza. What are the opportunities to implement that portion of the plan with this project?



# CITY OF FALLS CHURCH

## MEMORANDUM

DATE: March 15, 2017  
 TO: Carly Aubrey, Senior Planner  
 FROM: John C. Boyle, Zoning Administrator  
 SUBJECT: Railroad Avenue Cottages Conceptual Plan

The following will serve as my review of the Railroad Avenue Cottages Conceptual Plan, MUNIS #20170220. I have summarized each applicable code section, and then made comment on the plan's compliance with that section in **blue** text. A full copy of Sec. 48-241 is attached.

**1. Required site area: Sec. 48-241(a)(1)**

The site area must be at least 45,000 square feet (equivalent of four R-1A lots), and any lot divisions within the site must be removed by subdivision within ninety (90) days or such other reasonable amount of time as is approved by City Council. **This plan complies by providing 54,425sf of site area and is composed of a single lot. No underlying consolidation is necessary.**

**2. Site density / number of units: Sec. 48-241(a)(2)**

The proposed development is limited to a density of no more than the amount of the total site size divided by 10,000 multiplied by two and rounded down. The formula for computing the maximum number of units for this plan is  $(54,425 / 10,000) * 2 = 10.89$  rounded down to 10 units. **This plan proposes 10 residential units and an accessory "common house", which complies with the maximum density requirements.**

**3. Historic preservation: Sec. 48-241(a)(3)**

**This code section concerns historic preservation, and is not applicable. There are no historic structures on this site.**

**4. Detached or semidetached units, floor area of dwellings: Sec. 48-241(a)(4)**

Dwelling units must be detached or, with approval of City Council, configured in pairs of semidetached units. The maximum gross floor area of each dwelling unit is 1,000 square feet on the main level and an upper level (if included) of no more than 50% of gross floor area of the main level. The square feet of porches, which are required for cottage housing developments, shall not be included in the floor area calculation. **The proposed dwellings are all detached structures of 1.5 stories, main floors of 1,000sf and half levels of 500sf of floor area. The applicant has not yet determined**

the exact dimensions of the dwellings but has provided approximate building footprints and orientations.

**5. Building height and basements: Sec. 48-241(a)(5)**

The code limits buildings in the proposed development to no more than 1.5 stories and 25 feet in height, and that no basement or crawl space average more than 4 ½ feet from floor to ceiling height. **The conceptual plan indicates the dwellings will comply with the required building height and number of stories; there is currently no indication that there will be a basement or crawlspace for any of the dwellings.**

**6. Fire suppression: Sec. 48-241(a)(6)**

Each dwelling unit shall be equipped with sprinklers or otherwise equipped with a fire suppression system approved by the fire marshal as adequate to suppress a fire. **The applicant has stated that they intend to provide fire suppression sprinklers in each dwelling and will use fire-retardant siding on the building exteriors.**

**7. Lot coverage: Sec. 48-241(a)(7)**

The cottage housing development shall have a maximum building coverage of 25% and a maximum impervious surface coverage of 35%. Up to an additional 5% of building coverage may be approved where solar or green roof components are incorporated into the development, and where such roof components occupy an area that is at least equal to the area of additional building coverage. **The proposed development calls for total coverage by all buildings of 26.03% and total impervious coverage of 32.78%. The applicant intends to include 561sf of building treated with solar or green roof in order to qualify for a building coverage of 26.03% instead of 25%. (See plan sheet P-0401 for table)**

**8. Low impact design: Sec. 48-241(a)(8)**

This section of code calls for several features intended to minimize the impact of the cottage housing development. All roof gutters and parking area runoff shall discharge into rain barrels, vegetated swales, underground storage containers, rain gardens, or other preferable infiltration-based or retention-based systems, designed and sized appropriately to capture, at a minimum, the first inch of rainfall and to prevent runoff to a public street or an abutting property. Additional low impact development techniques, including but not limited to, pervious paving in parking areas and/or walkways, and green or living roofs should be used. In addition, developers are encouraged to incorporate net zero energy impact elements as much as possible. **The proposed plan includes several features that address this code section, however more information is needed from the applicant to explain how the site as a whole will comply.**

**9. Variety of building designs: Sec. 48-241(a)(9)**

The proposed development is required to provide a variety of building designs, elements, features and treatments. Minimum requirements include—

- Each structure must have a porch with a length that is at least 50% of the length of the façade along which it runs and that has a depth of at least 5 feet; porches can be roofed and screened, but not enclosed by walls.
- Street facing facades and those facing common or community areas shall avoid blank walls and incorporate changes in exterior material and paint color, windows and bay windows, and building modulation with a depth measuring at least one foot.

**The applicant has submitted elevations, designs and proposed building locations that satisfy this section.**

**10. Orientation of buildings: Sec. 48-241(a)(10)**

Units and other buildings must be oriented toward each other or a common area as far as reasonably practicable so as to create a sense of community. **The proposed plan appears to satisfy this section.**

**11. Community amenities: Sec. 48-241(a)(11)**

The development shall provide community amenities for use by all residents in the development. **The plan submitted includes open space and a 1,500sf common house. The common house, or club house, has facilities for use by the development residents and a guest room for use by visitors on a limited basis. The guest room cannot be used as a residence, and occupants are not considered residents of the city.**

**12. Home owner association; landscaping maintenance: Sec. 48-241(a)(12)**

Code requires that the cottage housing development comply with Sec. 48-1147 (HOA) and 48-1149 (Maintenance of landscaping) or provide similar assurance, approved by City Council, that the site and all landscape will be maintained. The development shall also comply with Section 48-1180 for tree canopy coverage. **The applicant has agreed to these provisions. Details such as creation of an HOA and assignment of responsibility for maintenance of common areas should be included as part of a site plan approval and special exception language to facilitate management of the site.**

**13. Vehicle Access and Parking: Sec. 48-241(a)(13)**

This section of code limits the access to the site to no more than two driveways that have a curb cut of not less than 20 feet in width. Vehicle access within the site will be by private a driveway suitable for emergency vehicle use. Parking will not be permitted on such private streets. The required number of off-street parking spaces shall be as follows:

- At least 1 parking space per dwelling unit plus 0.25 spaces per dwelling unit for guest use.
- Vehicle parking shall be clustered in one or two locations and screened from adjacent properties and public streets.
- All streets in the development shall be private and shall be maintained by the Association or other owner.
- All vehicle parking generated by the site shall be hosted entirely on the site.

- The site shall include authority for the police department, at its option, to enforce parking regulations on any private street within the development.

The proposed plan complies with this section by providing 13 parking spaces at the western edge of the development, 10 of which are collected in a car port. The car port and guest spaces are screened from the abutting property by landscaping. The applicant is working with the fire marshal to ensure the standards for emergency vehicle access are present, and the applicant has agreed to allow police access to the property to enforce parking and maintain a clear path for emergency vehicles. A signage plan that indicates areas of restricted parking is necessary, and the site plan should note the location of the signs. Staff requests the boundaries of the common areas be delineated on the site plan, and that the provisions for police and fire access be articulated in the site plan approval and special exception language.

#### **14. Minimum Yard Requirements: Sec. 48-241(a)(14)**

The key provisions of this section require the following:

- Common area landscaping buffers—
  - Not less than 20 feet in depth adjacent to the public street from which it is accessed.
  - Not less than 10 feet in depth from abutting properties.
  - Sufficient trees, shrubs, plantings and/or fences as necessary to satisfy the provisions of Sec. 48-1183 for Buffer Types A or B.
  - No drive aisles, roads, vehicle parking or buildings shall be located within the required landscape buffers.
- For dwellings and community buildings (i.e. community guest houses, club houses)—
  - A setback of 20 feet from the right of way.
  - A setback of 10 feet from a side property line, 15 feet when abutting a residential zoning district.
  - A setback of 20 feet from a rear property line.
- Semidetached pairs of dwellings are considered one structure for measuring setbacks.
- Separation between buildings shall meet all fire and life safety codes.
- Projections into required yards (setbacks) are limited to 3 feet for bay windows, box windows, and chimneys and cantilevers not more than one-third of the wall length.
- Stoops, porches, decks and patios are to be indicated to scale on a site plan approved by the planning commission.

With one minor exception, the proposed development complies with the requirements for landscaping buffers, setbacks, projections and features such as stoops, porches, decks and patios; I defer to the building official and fire marshal for comment regarding the required separation between buildings. Note that the code does not limit stoops, porches, decks and patios, but simply requires that they be shown to scale on the plan for review. The one issue is the setback along the western edge of the site. The proposed setback on the plan is 10 feet, however the code requires that when abutting a residential zoning district, as is

the case here, the setback is increased to 15 feet. The car port will straddle the 15-foot setback, but this is allowed. Sec. 48-241(a)(14)(b) clarifies how structures relate to landscaping buffers and setbacks. The car port cannot be in a landscaping buffer, but is not subject to setback. The effective impact is that the car port shown on the plan only needs to stay beyond the 10-foot landscaping buffer, which it does. Change the setback along the west edge of the site to reflect 15 feet.

**15. Accessory Structures: Sec. 48-241(a)(15)**

Detached garages are not permitted except when provided in a common area not within a required perimeter landscape buffer, either as part of the approved site plan or when added later by way of a site plan amendment; garages shall not be converted to any use other than vehicle storage. **The plan proposes a common car port with 10 covered spaces, and 3 uncovered spaces. No garages are proposed.**

**16. Other detached and accessory structures: Sec. 48-241(a)(16)**

Detached sheds and other accessory structures are not permitted, unless used by the Association. **No sheds or other accessory structures are proposed at this time, other than the common house discussed above. Staff requests that the applicant include language prohibiting accessory structures such as sheds in the HOA documents to clarify intent in the event of future applications by residents.**

**17. Fences: Sec. 48-241(a)(17)**

Interior fences shall be no taller than 36 inches. **Staff notes that the code for cottage housing places limitations on the height of interior fencing, but not perimeter fencing; the code does mention perimeter fencing as an optional component within landscape buffering, see Sec. 48-241(a)(14). If the Planning Commission wishes, staff suggests it impose the fencing provisions found in Sec. 48-1102(h) "Walls, fences and hedges", which provides that fences in a side or rear yard shall not exceed 7 feet, and use that standard for perimeter fences in landscaping buffers.**

**Summary**

Staff understands that this is a conceptual plan, and that details are likely to evolve before final application. With that aside, this plan for a cottage housing development along Railroad Avenue largely satisfies the provisions of Chapter 48, and any issues that remain under discussion can be resolved by the applicant working with staff.

Lastly, staff notes that Sec. 48-241(b) allows the City Council to modify the requirements of Sec. 241 in order to enable the development to meet the criteria of that section. This is an authority separate and apart from that of a variance application to the Board of Zoning Appeals. The Planning Commission is encouraged to make recommendations for modifications by Council that it feels will help the development meet the criteria. In particular, modifications and specific site plan stipulations that (1) minimize impact on abutting properties and (2) assist in site compliance in the years to

come will be very helpful to staff and the residents as occupation and use of the site begins. There is great value as future reference in having specific statements of intent accompany the site plan approval conditions, and these should be made part of the approved site plan.

#### Comments—

1. Provide more detail in how the plan will satisfy Sec. 48-241(a)(8) Low Impact Design.
2. Provide a comment box on the plan that identifies who is responsible for maintenance of landscaping under Sec. 48-241(a)(12); include this in the special exception language.
3. Provide text boxes on the plan that state the following: parking enforcement on site is at the discretion of the police department; parking is not permitted on private streets; all streets in the development shall be private and shall be maintained by the Association or other owner; all vehicle parking generated by the site shall be hosted entirely on the site.
4. Indicate areas designated as “no parking” and show the locations of the related signs.
5. Delineate the boundaries of the common areas on the site plan, perhaps in a stand-alone mini-map.
6. Show precise dimensions and locations of stoops, porches, decks and patios.
7. Consider 7' perimeter fencing as part of the side and rear landscaping buffers.

#### Attachment

Ordinance #1966

ORDINANCE TO AMEND CHAPTER 48 "ZONING" TO PROVIDE  
PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW COTTAGE  
HOUSING DEVELOPMENT IN THE R-1A, LOW DENSITY  
RESIDENTIAL ZONING DISTRICT

THE CITY OF FALLS CHURCH, VIRGINIA, HEREBY ORDAINS that  
Chapter 48 "Zoning" be amended and reenacted as follows:

Chapter 48. Zoning

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Article I. In General

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Sec. 48-2. Definitions

*Cottage housing development* means a cluster of small single family houses sharing common amenities and developed on a tract of land that is under single ownership or unified control.

Article II. Administration

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Division 3. Amendments

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Sec. 48-90. Special Exception

- (a) The purpose of this section is to provide procedures and criteria for city council approval of special exceptions as permitted within the zoning districts.
- (b) In accord with the provisions of chapter 17 of the city Charter, the city council may provide for the regulation and restriction of the use of land, buildings and structures in the respective zoning districts of the city. The city council may also exercise its discretion by allowing for special exceptions to specific regulations and restrictions of the designated zoning districts of the city.
- (c) All applications for special exceptions shall result in development that promotes the health, safety, and welfare of persons living and working in the area.
- (d) The intent of this subsection is to allow for the consideration of all opportunities available to add to the office, retail, hotel, and other commercial uses in the city. Residential uses will be considered if they contribute significant positive net

revenue benefits to the city and build community. Review of proposals will be guided by the needs of the city, market and economic conditions, and special characteristics of the parcel being considered. These special exceptions applications will be evaluated using the following primary and secondary criteria. The primary criteria are essential to the character and well-being of the city, whereas the secondary criteria are discretionary in nature.

(1) Primary criteria:

- a. The resulting development conforms to the city's adopted comprehensive plan and design guidelines;
- b. The resulting development provides for significant net new commercial square footage and allows for a mix of commercial and residential uses;
- c. The resulting development produces substantial positive net new commercial and residential revenue to the city;
- d. The resulting development in which 75 percent or more of its residential units qualify as affordable housing for low and moderate income purchasers or renters may be exempted from primary criteria contained in subsections (d)(1)b and c of this section.

(2) Following the evaluation of applications using the primary criteria in subsection (d)(1) of this section, the following secondary criteria will be applied:

- a. The resulting development is not disproportionate to surrounding land uses and planned land uses in size, bulk, or scale;
- b. The resulting development does not overburden the existing community facilities, including the school, transportation, and water and sewer systems;
- c. The resulting development provides community benefits, such as affordable housing, as it is described in article VII of this chapter;
- d. The resulting development contributes to a vibrant, pedestrian-oriented environment, both on site and in relation to adjoining properties, with street level activity throughout the day and evening;
- e. The resulting development offers creative use of landscaping, open space and/or public parks, public plazas, and walkways connecting to adjoining properties;
- f. The resulting development provides a variety of commercial services and products that are attractive to and meet the needs of all city residents for entertainment, art, recreation, dining, retail, and an array of consumable goods;
- g. The resulting development encourages local or independent businesses;
- h. The resulting development provides for a reduction of single-use parking requirements through the use of shared parking;

- i. The resulting development encourages multi-modal transportation through design and other techniques, to reduce the reliance on single-occupancy vehicles, and utilizes sheltered stops for mass transit whenever feasible; and
  - j. The resulting development utilizes (Leadership in Energy and Environmental Design) LEED criteria in the design of the project.
- (e) Special exceptions for cottage housing development will be evaluated using the following criteria that are considered essential to the character and well-being of the city:
  - (1) The cottage housing development provides an age-restricted community, as provided for under the Federal Housing for Older Persons Act of 1995, as amended from time to time;
  - (2) The cottage housing development provides a coordinated site design that encourages social interaction, minimizes the amount of impervious surfaces, and promotes low impact development;
  - (3) The cottage housing development includes community amenities for its residents such as common open space, community buildings and connectivity to surrounding areas that provides for neighborhood interaction, security, and a sense of community;
  - (4) The cottage housing development contributes to the neighborhood by including design details that provides a visual connection between the development and the surrounding neighborhood; and
  - (5) The cottage housing development meets the standards for Leadership in Energy and Environmental Design (LEED) Silver certification or an equivalent residential green building certification program in the design of the project. If LEED certification is used, it should incorporate SITES (sustainable landscape) criteria to the extent practical.
  - (6) The entire site area of a cottage housing development is located within 500 linear feet of a designated revitalization area.
- (f) As a part of a petition for a special exception, the city council may impose conditions, as deemed necessary in the public interest to ensure compliance with the provisions in section 48-85. The city manager, or designee, shall lead the negotiation of conditions for the special exception.
- (g) Development phasing, as presented in the phasing plan, shall be governed by the development conditions stated in the resolution.
- (h) No occupancy permit shall be issued for any special use until the applicant has complied with all conditions.
- (i) A special exception will expire within 36 months of the date of approval, if either the use or any new proposed construction is not commenced within such 36-month time period.
- (j) Process. The process for making application for a special exception is as follows:

- (1) Each application for a special exception shall be made to the planning director by the property owner, contract purchaser, or lessee. At the time of application, the applicant shall pay a fee in accordance with a schedule established by the city council.
- (2) Each application for a special exception shall be reviewed by staff. Following the initial staff review, the public hearing process shall proceed as described in section 48-86.
- (3) Application requirements. Each application for a special exception shall include:
  - a. A conceptual development plan, prepared at a scale of not less than one inch equals 50 feet;
  - b. Location and dimensions of the lot lines and rights-of-way;
  - c. Locations and dimensions of all structures and proposed uses within structures, driveways, curb cuts, and parking and loading spaces and aisles;
  - d. Sketch of architectural elevations of each facade indicating the height of the structures, architectural style, and building materials;
  - e. Statement regarding the impacts on existing community facilities, including the transportation, schools, and water and sewer systems,
  - f. Statement regarding conformance with the city's adopted comprehensive plan and design guidelines;
  - g. Statement and data regarding the projected net revenues from the project for special exceptions described in subsection (d);
  - h. Additional materials, as determined by the planning director, such as a fiscal impact assessment, traffic impact assessment, massing model, cross section drawing, or any other materials may be required to evaluate the proposal;
  - i. Statement explaining how the application meets the criteria described in subsections (d)(1) and (2) of this section, or subsection (e), as applicable; and
  - j. A phasing plan, if applicable.
  - k. Requests for special exceptions shall be considered following a review and report from the city manager and city attorney of all state statutes referencing municipality's granting of special exceptions prior to city council consideration.
  - l. Requests for special exceptions may be granted in whole, granted in modified form, or denied by the city council after considering the requirements listed in subsection (e)(3) of this section.

#### Article IV. Districts

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## Division 2. R-1A, LOW DENSITY RESIDENTIAL DISTRICT

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### Sec. 48-241. Special Exceptions

The purpose of this section is to help address the changing composition of households in the city and to provide more diverse housing choices for different segments of the population in the city, and to allow high quality infill development that serves these different needs, but is compatible with surrounding areas and existing neighborhoods because it is more dense but reduced in bulk. Cottage development is planned, through unified control of the entire site, to provide benefits to the residents through community amenities, and a sense of community through design of buildings and the site, including common open space, and parking areas. To achieve these purposes, the city council may, where it finds the following requirements and standards are met and that a need exists for housing for a particular population, approve a special exception to allow cottage development as described in Section 48-90 of this ordinance.

- (a) Where a cottage development is proposed, to be developed under unified control, through ownership or a condominium association, homeowners' association or similar mechanism, and meets the following requirements, it may be approved by city council.
  - (1) The site area is at least 45,000 square feet (equivalent of four (4) R-1A lots), and any lot divisions within the site are removed by subdivision within ninety (90) days or such other reasonable amount of time as is approved by city council. In the event the applicant fails to consolidate the lots on the site within the time required by city council, any cottage development approval shall be null and void.
  - (2) The proposed development has a density of no more than the amount of the total site size divided by 10,000 multiplied by two. Only whole units, rounded down, permitted by the calculation may be constructed. *Example for a site totaling 45,000 square feet:  $45,000 \div 10,000 = 4.5 \times 2.0 = 9$ ; However, for 48,000 square feet:  $48,000 \div 10,000 = 4.8 \times 2.0 = 9.6$ , which allows 9 units.* No more than 18 dwelling units may be constructed in a single cottage housing development.
  - (3) The site is not occupied by any structure that has been designated as an historic structure pursuant to city Code Section 48-788, unless final approval for the demolition or razing of such structure has been approved pursuant to the city code and Virginia law.
  - (4) Dwelling units shall be detached, except that two dwelling units in any proposed Cottage development may be constructed as semidetached, after city

council finds that including such semidetached units will better serve the purposes of cottage development as set forth above. Every dwelling unit shall have a maximum gross floor area of 1,000 square feet on the main level and may include one upper level of no more than 50% of gross floor area of main level. The square feet of required porches shall not be included in the floor area calculation.

- (5) No building in the proposed development will exceed 1 ½ stories or be more than 25 feet in height. No basement or crawl space with an average floor to ceiling height of more than 4 ½ feet in height will be permitted.
- (6) Each dwelling unit shall be equipped with sprinklers or otherwise equipped with a fire suppression system approved by the fire marshal as adequate to suppress a fire.
- (7) Lot Coverage. The cottage housing development shall have a maximum building coverage of 25% and a maximum impervious surface coverage of 35%. Up to an additional 5% of building coverage may be approved where solar or green roof components are incorporated in the development, and such roof components occupy an area that is at least equal to the area of additional building coverage.
- (8) Low Impact Design. All roof gutters and parking area runoff shall discharge into rain barrels, vegetated swales, underground storage containers, rain gardens, or other preferable infiltration-based or retention-based systems, designed and sized appropriately to capture, at a minimum, the first inch of rainfall and to prevent runoff to a public street or an abutting property. Additional, low impact development techniques, including but not limited to, pervious paving in parking area and/or walkways, and green or living roofs should be used. In addition, developers are encouraged to incorporate net zero energy impact elements as much as possible.
- (9) The proposed development will provide a variety of building designs through building elements, features and treatments. The following building design requirements must be met, at a minimum:
  - a. Each dwelling unit shall have a porch with a length that is at least 50% of the length of the façade along which it runs and a minimum depth out from that wall of 5 feet. Porches may be roofed and screened, but shall not be enclosed by walls or glass windows.
  - b. Street facing facades and those facing common or community areas shall avoid blank walls and incorporate one or more of the following:
    - i. Changes in exterior material and paint color;
    - ii. Windows which may include bay windows; and/or
    - iii. Building modulation with a depth measuring at least one foot.

- (10) Units and other buildings shall be oriented toward each other or a common area as far as reasonably practicable so as to create a sense of community.
- (11) The proposed development shall provide community amenities for use by all residents in the development, as follows:
  - a. A minimum of 400 square feet of common open space per dwelling unit is required. Parking areas, yard setbacks, spaces between buildings of 12 feet or less in width, private open space, and driveways do not qualify as common open space.
  - b. If the proposed development includes a guest house, club house or similar structure ("community building"), such community building shall be available for the common use of all residents within the development. Community buildings may include a meeting room, guest room (which shall not include the kitchen facilities) for stays of 14 days or less, or kitchen facilities to facilitate social functions of the association owners. A community building that is available to all residents shall not be counted as a dwelling unit and no guest staying there shall be a city resident by virtue of staying there.
  - c. The proposed development shall have sidewalks along all public streets adjacent to the development where sidewalks presently exist on the same side of the block or where safety considerations such as significant vehicular traffic or the need for safe pedestrian pathways to nearby public uses require them, such as schools, churches, parks, public transportation stops, and shopping; and a system of interior walkways that connects each cottage to the others and the parking area, and to the sidewalks abutting adjacent public streets, where applicable.
- (12) The cottage housing development shall comply with Zoning Ordinance 48-1147 and 48-1149 or provide similar assurance, approved by city council, that the site and all landscape will be maintained. The development shall also comply with Section 48-1180 for tree canopy coverage.
- (13) The proposed development shall provide Vehicle Access and Parking as follows:
  - a. Vehicle access to the site shall be by no more than two driveways, each of which has a curb cut not less than 20 feet wide. Vehicle access within the site shall be by a private driveway or street not less than 20 feet in width and constructed of materials sufficient to bear the weight of emergency vehicles. No parking or other obstructions may be allowed on such private streets, which shall meet requirements of the fire marshal for additional width and vehicle access to accommodate emergency vehicles
  - b. Off-street parking shall be provided as follows: at least 1 parking space per dwelling unit plus 0.25 spaces per dwelling unit for guest use.

- c. Vehicle parking shall be clustered in one or two location and screened from adjacent properties and public streets as described below in Minimum Yard Requirements.
- d. All streets in the development shall be private and shall be maintained by the Association or other owner.
- e. All vehicle parking generated by the site shall be hosted entirely on the site.
- f. The site shall include authority for the police department, at its option, to enforce no parking on any private street within the development.

(14) Minimum Yard Requirements

- a. The cottage housing development shall provide a common area landscape buffer not less than 20 feet in depth adjacent to the public street from which it is accessed, and from abutting properties by a common area landscape buffer not less than 10 feet in depth, and containing such trees, shrubs, plantings and/or fences as necessary to satisfy the provisions of Sec. 48-1183 for Buffer Types A or B. No drive aisles, roads, vehicle parking or buildings shall be located within the required landscape buffers.
- b. For dwellings units and community buildings (i.e. community guest houses, club houses): 20 feet from a public right of way, 10 feet from a side property line, 20 feet from a rear property line, provided however, that where the cottage housing development site is adjacent to a residential zoning district, side yard setbacks for dwelling units or community buildings shall be increased from 10 to 15 feet to provide sufficient space for the landscape buffer. Semidetached dwelling units shall be treated as one structure for the purpose of establishing minimum yard requirements. Distances between dwelling and structures shall meet all applicable requirements in fire and life safety codes.
- c. Projections into yards: Bay windows, box windows, chimneys and similar architectural features, and cantilevers not more than one-third of the wall length may project not more than three feet into any required yard. Stoops, porches, decks and patios may be provided as shown, with dimensions and locations, on a site plan approved by the planning commission.

(15) Accessory Structures

- a. Detached garages are not permitted except when provided in a common area other than the required perimeter landscape buffer, either as part of the approved site plan or when added later by way of a site plan amendment.
- b. Garages shall not be converted to any use other than vehicle storage.

(16) Neither detached sheds nor other accessory structures are permitted, unless used by the Association.

- (17) Interior fences shall be no taller than 36 inches.
- (b) In order to achieve the purposes set forth above, and/or enable a proposed development to meet the criteria of this section 48-241, the city council may modify other requirements of this Division 2, Section 241 for the cottage development.
- (c) The city council may approve a cottage development where it finds the development, based on the site and building designs, any condominium or homeowner documents or voluntary conditions agreed to by the applicant, and any other materials that are found by the city council reasonably to bind the development into the future, meets the criteria set forth in Section 48-90 of this ordinance.

BE IT FURTHER ORDAINED that the City adopt this ordinance as a pilot program with the following restrictions: a) no more than one special exception may be approved pursuant to Section 48-241 per calendar year, b) applications will be accepted and processed in the order in which complete applications are delivered to the City; no applications will be accepted until prior applications have been withdrawn, approved, or denied, and c) within three years of enactment of this ordinance, the City Manager will bring to City Council an analysis of applications, approvals and projects, with a recommendation for continuation, amendment, or repeal of this ordinance.

1st Reading: 11-28-16  
2nd Reading: 01-23-17  
Adoption: 02-13-17  
(TO16-19)

IN WITNESS WHEREOF, the foregoing was adopted by the City Council of the City of Falls Church, Virginia on February 13, 2017 as Ordinance 1966.

  
\_\_\_\_\_  
Celeste Heath  
City Clerk

**From:** Doug Fraser  
**Sent:** Wednesday, March 08, 2017 3:36 PM  
**To:** Carly Aubrey; Katherine Reich; Jason Widstrom; Stephanie Rogers; Tom Polera, Capt (FM-EM); James Snyder; Gary Fuller; Paul Stoddard; John Boyle; James Brooks, Cpl (FCPD); Rick Goff; Nancy Vincent; Ryan Davis  
**Subject:** RE: Railroad Cottages Special Exception Application

Railroad Cottages Conceptual Development Plan Comments:

- 18" drop-off on either side of long wood walkway might be a hazard for people with vision or mobility/ balance issues.
- Please provide fire flow calculation for new hydrant.
- Please provide a dimension from the firetruck parking area to the back of the furthest cottage.
- Please describe how the common house will be used, and how the kitchen will be equipped. Will there be a commercial hood, grease trap, etc.?
- Would the common house ever be winterized? Would fire personnel be able to tell if someone were sleeping there?

Douglas H. Fraser, RA, CBO  
 Building Official  
 Director of Building Safety  
 City of Falls Church  
[dfraser@fallschurchva.gov](mailto:dfraser@fallschurchva.gov)  
 703-248-5087 (TTY 711)  
 Fax 703-248-5214

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**From:** Carly Aubrey  
**Sent:** Friday, February 24, 2017 3:50 PM  
**To:** Doug Fraser; Katherine Reich; Jason Widstrom; Stephanie Rogers; Tom Polera, Capt (FM-EM); James Snyder; Gary Fuller; Paul Stoddard; John Boyle; James Brooks, Cpl (FCPD); Rick Goff; Nancy Vincent; Ryan Davis  
**Subject:** Railroad Cottages Special Exception Application

Good afternoon,

Please find attached a special exception application for the Railroad Cottages project for review by the Development Review Committee (staff). This is the first cottage housing application under the newly adopted cottage housing ordinance (attached). The electronic copies can also be found here:

[\\cfcnetapp02\Public\\$\DEVELOPMENT SERVICES\ DEVELOPMENT By Address\Railroad Cottages \[2017-0220\]](\\cfcnetapp02\Public$\DEVELOPMENT SERVICES\ DEVELOPMENT By Address\Railroad Cottages [2017-0220])

This will follow a similar procedure as other special exceptions in that there will be a referral to boards and commissions, recommendation by the Planning Commission and action taken by the City Council. The dates of the referral and PC/CC meetings dates are to be determined. There will also be a future site plan review as part of this project.

If you did not receive a hard copy and would like one, please let me know. If you have any questions, please let me know.



DATE: March 21, 2017

TO: Carly Aubrey, Senior Planner

FROM: Jason Widstrom – Engineering Manager, DPW  
Kate Reich – City Arborist, DPW  
Stephanie Rogers – Principal Engineer, DPW  
Chris McGough – Solid Waste & Recycling Programs Coordinator, DPW

SUBJECT: Railroad Avenue Cottages – Special Exception  
MUNIS #2017-0220, Submittal 1

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The Department of Public Works has reviewed the Special Exception application and Conceptual Development Plan, both dated February 17, 2017, for Railroad Avenue Cottages. Comments on the proposal are provided below.

#### **Stormwater**

1. An erosion and sediment control plan shall be required at the final site plan stage. The applicant is advised to begin planning a strategy for runoff containment on-site.
2. The total phosphorus load shall be reduced at least 20 percent below the pre-development total phosphorus load using on-site stormwater management techniques. Calculations must include improvements done to the road.
3. Stormwater management shall be designed to completely infiltrate or contain the first inch of stormwater runoff on site.
4. The City recommends any concentrated flow to be piped to the stormwater infrastructure in Ellison Street.
5. Before the site plan can be approved as preliminarily designed the developer will need to request a waiver for elements of the City's RPA code. The City will likely seek restoration efforts of the channel as part of the mitigation for land disturbance in the RPA.
6. Identify who will maintain the grass pavers proposed on NOVA Parks property. This BMP will need a maintenance agreement with the City.

#### **Solid Waste & Recycling**

7. The plans show a concrete dumpster pad but it is not clear whether an enclosure will be included. An enclosure is strongly recommended.

8. The City maintains one of the highest recycling rates in the state. Be sure that the dimensions allow for a recycling dumpster (or cart service) and a trash dumpster. Please provide dimensions showing recycling and trash capacity adequate for the volume of solid waste expected.
9. Some of the units are quite far from the proposed dumpster location. This may pose a problem for certain residents in the target buyer base. Will the project provide accommodations to move both trash *and* recycling from the residence to the dumpsters if needed?

### **Transportation Engineering**

10. Show existing City of Falls Church and NOVA Parks ROW on Existing Conditions Plan.
11. Show existing lots, buildings and traffic control devices on Existing Conditions Plan.
12. Parking Management and Transportation Demand Management plans will be required for the final site plan. The applicant must demonstrate the proposed parking will be adequate for residents and their visitors given that parking is not and will not be permitted along Railroad Ave.
13. Please be advised that an approved Maintenance of Traffic, Construction Management and Construction Parking Plan shall be required prior to issuance of any construction permits.
14. The existing 12' right-of-way shall be milled and resurfaced by the developer after construction.

### **Urban Forestry**

15. Provide a preliminary tree survey of all trees 2" and diameter or greater with recommendations for removal or retention as outlined in the City's development guidelines. This survey and resulting tree preservation plan must be done by an ISA Certified Arborist.
16. Include a Tree Preservation Plan that details tree locations and critical root zones, tree protection fencing, and other tree preservation measures.
17. Include all standard details for tree protection, planting, etc.
18. The 10' landscaped buffer shown on all sides is adequate to screen this project from adjacent residences and from the street.
19. The conceptual layout provided for this project exceeds the required residential development canopy cover standard.
20. The City will work with the applicants to ensure the landscaped buffer and residential canopy cover requirements are met in the Site Plan.

### **Voluntary Concessions**

21. The City will work with the applicant to draft a list of Voluntary Concessions associated with this development.



**CITY OF FALLS CHURCH  
OFFICE OF THE FIRE MARSHAL**

300 PARK AVENUE  
FALLS CHURCH, VA 22046  
Phone: (703) 248-5058 Fax: (703) 248-5158  
Email: [FireMarshal@fallschurchva.gov](mailto:FireMarshal@fallschurchva.gov)  
[www.fallschurchva.gov/FireMarshal](http://www.fallschurchva.gov/FireMarshal)



March 6, 2017

To: Carly Aubrey, Senior Planner

From: Capt. Tom Polera, Fire Code Official

RE: Railroad Avenue – Fire / Life Safety Staff Comments

This memo is to offer comments and conditional support for the ***Railroad Avenue Cottage Project***. After meeting with the applicant and reviewing Fire and Life Safety concerns, the applicant has agreed to make improvements that will greatly improve response capabilities to Railroad Avenue.

Background: Railroad Avenue brings unique challenges based upon its location and past practices that have been applied in development lacking the attention to Fire and Emergency Medical Services (EMS) accessibility. Access is through Fairfax County off Fowler Street. When turning onto Railroad Avenue the road width reduces to 12 feet, limiting Fire Department and EMS Life Support access. Railroad Avenue then continues east over 650 feet in total length with no turnarounds. There are three homes along Railroad Ave; one built in 1939 prior to Virginia Statewide Fire Code provisions. Complicating access further is a pipe stem that extends south off of Railroad Avenue, over 150 feet to another residence. All dwellings are along the south side of Railroad Avenue with the Northern Virginia Park Authority (WO&D Trail) boarding the north side of the road.

Another obstacle for access is vehicles that park along Railroad Avenue on Northern Virginia Park Authority property. This further reduces the 12 foot street to approximately 8-10 feet when vehicles are present. The removal of those vehicles cannot be enforced since they are located on Park Authority property. During the winter months this is compounded with the buildup of snow narrowing road access even further.

In order to meet the intent of the Virginia Statewide Fire Prevention Code, the applicant has agreed to the following:

Railroad Avenue shall be widened from Fowler Street to the end of Railroad Avenue with a continuous width of 18 feet. It is understood this will be accomplished by adding an additional width of 6 feet of grass permeable pavers abutting the existing pavement and extending onto Northern Virginia Park Authority Property along the

length of Railroad Avenue. While the Virginia Statewide Fire Prevention Code required roadways to be a minimum of 20 feet wide, it allows an exemption for a reduction to 18 feet if those residential units will include an automatic sprinkler system. The pavers must meet the weight capabilities for fire apparatus (80,500 pounds).

It is further understood there will be “No Street Parking” on Railroad Avenue in order to meet the minimum 18 foot requirement of the Statewide Fire Prevention Code. Permission must be obtained to grant signage and enforcement rights along the Northern Virginia Park Authority property to remove vehicles in order to maintain roadway access for emergency vehicles.

The applicant is aware of the need to install a “Dead-End Turn-Around” at the end of Railroad Ave for emergency vehicles to meet the intent of the Statewide Fire Prevention Code. This shall be approved by the Fire Official in coordination with Arlington and Fairfax County Fire Departments.

Installing an additional fire hydrant in the area of the cottages will be required. Currently there is one fire hydrant located in Fairfax County at Fowler Street. Consultation with Fairfax Water is required to determine the exact location of the additional hydrant and if the current water main would provide adequate fire flow.

The applicant shall comply that all portions of first story exterior walls are within 150 feet of the closest roadway supporting fire apparatus.

All aspects of the maintenance of Railroad Avenue shall be identified. This includes a clear identification of the parties involved (Department of Public Works) and their responsibilities to maintain the grass permeable pavers. This includes repair, replacement and snow removal in order to maintain emergency access at all times.

The applicant has shown due diligence in understanding fire safety concerns and mitigating hazards by proposing construction featuring non-combustible siding, the installation of fire sprinkler suppression systems and limiting the height to 1 ½ stories for the use of ground ladders for emergency rescue operations.

In conclusion, based upon the completion of the proposed actions as outlined above, the intent of the Virginia Statewide Fire Prevention Code would be met. As such, there should not be an adverse impact influencing the ISO and insurance ratings on those properties regarding accessibility. In addition, these improvements will greatly provide an accessibility resolution for the existing homes on Railroad Avenue and improve response capabilities for emergency services.

cc: Carol McCoskrie, City Attorney  
Col. Mary Gavin, Chief of Police  
Arlington County Fire Department  
Fairfax County Fire Department



DATE: March 7, 2017

TO: Carly Aubrey, Senior Planner

FROM: Nancy Vincent, Director, Department of Human Services  
Dana Lewis, Housing Program Analyst

SUBJECT: Railroad Cottages

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Housing and Human Services supports the submission from Robert Young for the Railroad Cottages development. This project will increase the housing options available for City residents. We disagree however with the assertion that the Affordable Housing Policy does not apply and request that the provisions for Affordable Dwelling Units (ADU) be followed. Per the Affordable Housing Policy “in general, a requirement of six per cent (6%) minimum of new units based on by right development will be provided as ADUs in each new multifamily housing development. ... When the City determines that a financial contribution in lieu of new units is in its best interest for meeting Affordable Housing targets, negotiators will ensure the City receives a cash contribution that reflects the fair market value of the units.”

Although the Policy refers to “multifamily housing” the intent of the Policy was to be applicable to all new housing developments in the City. Six percent of the units which will be rounded up to one unit or cash in lieu should be requested as a proffer.

**From:** Ross Stilling <[rstilling@fairfaxwater.org](mailto:rstilling@fairfaxwater.org)>  
**Sent:** Friday, March 17, 2017 11:42 AM  
**To:** Carly Aubrey  
**Cc:** Sergio Quiroga; Loren Bruce  
**Subject:** RE: Railroad Cottages Special Exception Application  
**Attachments:** Railroad Cottages SE Response - FW.pdf

FW response to this application attached.

Please note that fire flow requirements will require the existing water main to be upsized. The 4" will need to become 6", and likely all the water main will need to become 8" to achieve code compliant fire flows at this site.

Ross Stilling, P.E.  
Fairfax Water  
8560 Arlington Boulevard  
Fairfax, VA 22031  
(703) 289-6385

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**From:** Sergio Quiroga  
**Sent:** Monday, February 27, 2017 8:41 AM  
**To:** Ross Stilling <[rstilling@fairfaxwater.org](mailto:rstilling@fairfaxwater.org)>  
**Subject:** Fw: Railroad Cottages Special Exception Application

Ross,  
Would you like me to take care of this?

Thank you,

Sergio R. Quiroga  
Engineer Plan Review  
8560 Arlington Boulevard  
Fairfax, VA. 22031  
Phone: 703-289-6344

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**From:** Carly Aubrey <[caubrey@fallschurchva.gov](mailto:caubrey@fallschurchva.gov)>  
**Sent:** Friday, February 24, 2017 3:56 PM  
**To:** Sergio Quiroga  
**Subject:** Railroad Cottages Special Exception Application

Good afternoon,

Please find attached a special exception application for the Railroad Cottages project for review by the Development Review Committee (staff). This is the first cottage housing application under the newly adopted cottage housing ordinance (attached). There is also a hard copy in the Fairfax Water box in the DDS office available for pick up.

This will follow a similar procedure as other special exceptions in that there will be a referral to boards and commissions, recommendation by the Planning Commission and action taken by the City Council. The dates of the referral and PC/CC meetings dates are to be determined. There will also be a future site plan review as part of this project.

If you have any questions, please let me know.

Thanks,

*Carly Aubrey, AICP*  
*Senior Planner*

City of Falls Church  
Department of Development Services  
300 Park Avenue, 301 West  
Falls Church, VA 22046  
Direct: 703-248-5106  
Main: 703-248-5080  
[caubrey@fallchurchva.gov](mailto:caubrey@fallchurchva.gov)  
[www.fallchurchva.gov](http://www.fallchurchva.gov)

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FAIRFAX COUNTY WATER AUTHORITY  
8560 Arlington Boulevard, Fairfax, Virginia 22031  
[www.fairfaxwater.org](http://www.fairfaxwater.org)

**PLANNING & ENGINEERING  
DIVISION**

Jamie Bain Hedges, P.E.  
Director  
(703) 289-6325  
Fax (703) 289-6382

March 6, 2017

Mr. Loren Bruce  
Principal Planner  
City of Falls Church  
300 Park Avenue, Suite 300 West  
Falls Church, Virginia 22046

Re: Railroad Cottages  
1006 Railroad Ave

Dear Mr. Bruce:

The following information is submitted in response to your request for a water service analysis for the above application:

1. The property can be served by Fairfax Water.
2. Adequate domestic water service is available at the site from an existing 6-inch & 4-inch waterline in Railroad Ave. See the enclosed water system map.
3. Based upon the configuration of proposed on-site water mains, additional water main extensions will be necessary to satisfy fire flow requirements and accommodate water quality concerns. Adequate fire service is available from an existing 12-inch waterline in Fowler Street.

If you have any questions regarding this information please contact Ross Stilling, P.E., Chief, Site Plan Review at (703) 289-6385.

Sincerely,

  
Gregory J. Prelewicz, P.E.  
Manager, Planning Department

Enclosure

# Legend

## Hydrants

- Fairfax Water, Active
  - Other, Active
  - Fairfax Water, Inactive
- ## Hydrant Valves
- Fairfax Water
  - Other

## System Valves

- Gate, Open, Fairfax Water
- Gate, Closed, Fairfax Water
- Gate, Open, Other
- Gate, Closed, Other
- Butterfly, Open, Fairfax Water
- Butterfly, Closed, Fairfax Water
- Butterfly, Open, Other
- Butterfly, Closed, Other

## Main Breaks

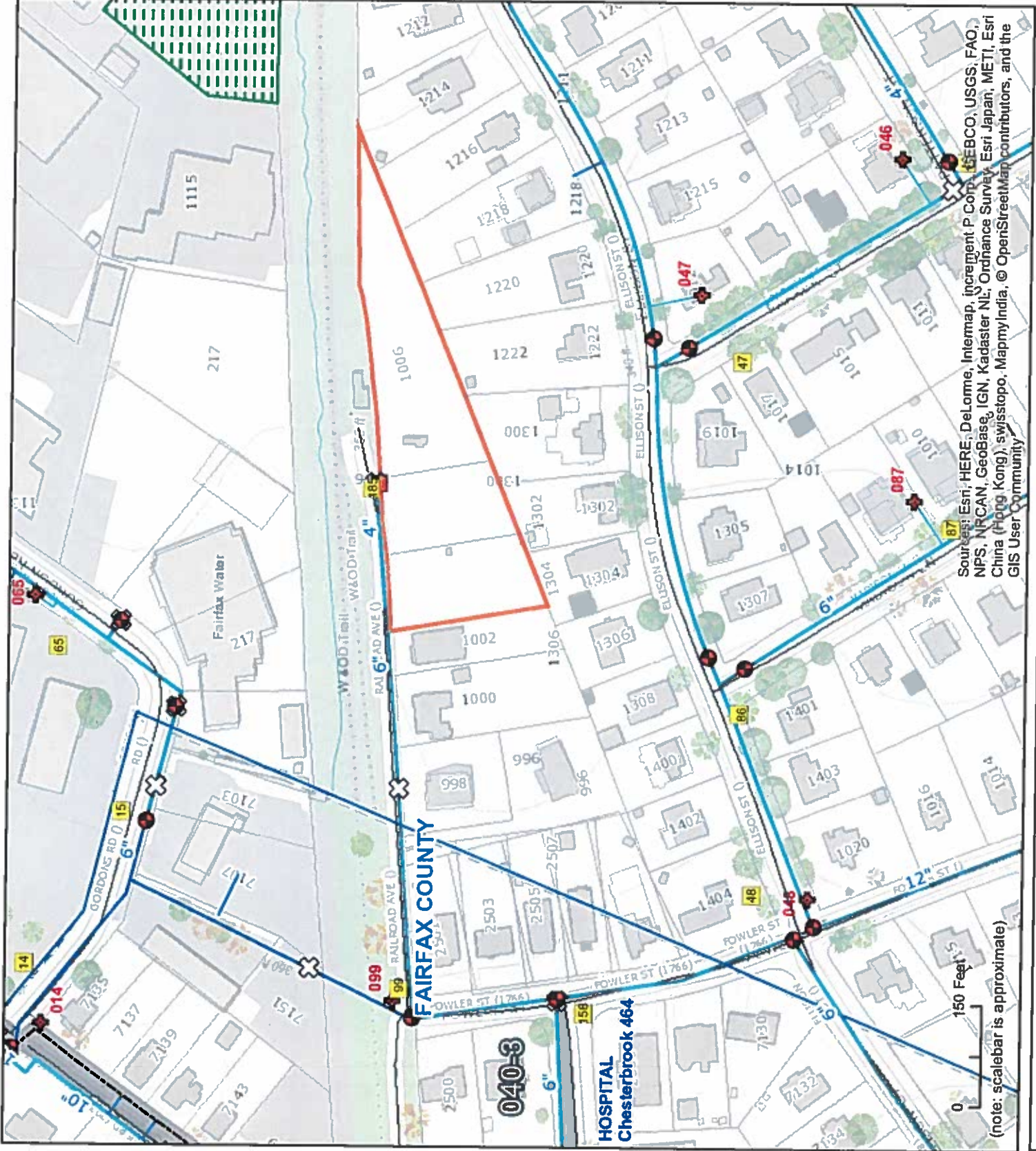
- Main Breaks

## Pressurized Mains - Private

- Private, In Service
- Private, Approved

## Pressurized Mains

- Approved
- TransmissionMain, Castiron
- TransmissionMain, DuctileIron
- TransmissionMain, Steel
- TransmissionMain, Plastic
- TransmissionMain, AsbestosCement
- TransmissionMain, PCCP
- TransmissionMain, Unknown
- DistributionMain, Castiron
- DistributionMain, DuctileIron
- DistributionMain, Steel
- DistributionMain, Plastic
- DistributionMain, PolyVinylChloride
- DistributionMain, AsbestosCement
- DistributionMain, PCCP
- DistributionMain, Copper
- DistributionMain, Galvanized
- DistributionMain, HDP
- DistributionMain, Unknown



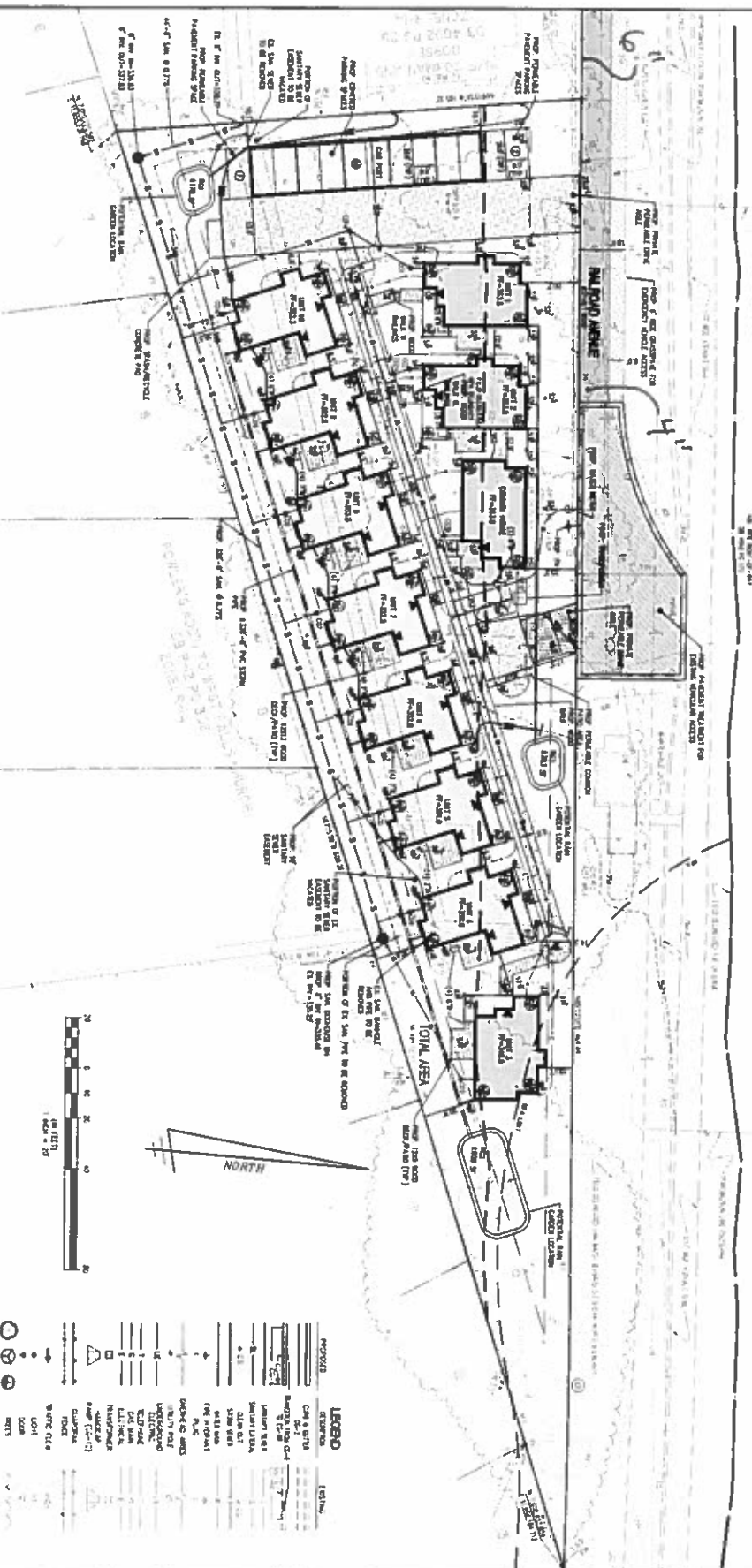
Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

# DEVELOPMENT SERVICES ROUTING TRANSMITTAL

<b>Project Address: Railroad Avenue</b>	<b>Project Name: Railroad Cottages</b>
<b>Review Type</b> <input checked="" type="checkbox"/> Conceptual Development Plan <input type="checkbox"/> Site Plan Review <input type="checkbox"/> Preliminary Subdivision Plat Review <input type="checkbox"/> Final Subdivision Plat Review <input type="checkbox"/> 2232 Review <input type="checkbox"/> Other _____	<b>Application Type</b> <input type="checkbox"/> Site Plan <input type="checkbox"/> Site Plan Amendment-Major <input type="checkbox"/> Site Plan Amendment-Minor <input checked="" type="checkbox"/> Special Exception <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Subdivision, Consolidation or Lot Line Adjustment <input type="checkbox"/> Rezoning <input type="checkbox"/> Interpretation/Planning Director <input type="checkbox"/> Zoning Ordinance Text Amendment
<b>Munis # 2017-0220</b>	

<b>Routing Date: February 24, 2017</b>  <b>Routing To:</b> <input checked="" type="checkbox"/> Building Safety <input checked="" type="checkbox"/> City Arborist <input checked="" type="checkbox"/> City Engineer <input checked="" type="checkbox"/> Transportation Engineering Supervisor <input checked="" type="checkbox"/> Fire Marshal [Tom Polera](electronic) <input checked="" type="checkbox"/> DDS/Planning Director [Jim Snyder] <input checked="" type="checkbox"/> Northern Virginia Regional Park Authority <input checked="" type="checkbox"/> Fairfax Water <input checked="" type="checkbox"/> Principal Planner [Gary F.] <input checked="" type="checkbox"/> Principal Planner [Paul] <input checked="" type="checkbox"/> Transportation Review <input type="checkbox"/> Comprehensive Plan Review <input checked="" type="checkbox"/> Senior Planner [Carly] <input type="checkbox"/> Planning Specialist (HARB) <input checked="" type="checkbox"/> Zoning Administrator <input checked="" type="checkbox"/> Police [James Brooks] (electronic) <input checked="" type="checkbox"/> Economic Development <input checked="" type="checkbox"/> Housing and Human Services <input checked="" type="checkbox"/> Real-Estate Assessor (electronic) <input checked="" type="checkbox"/> City Manager's Office (electronic) <input checked="" type="checkbox"/> City Attorney (electronic) <input checked="" type="checkbox"/> File Copy <input checked="" type="checkbox"/> Library Copy	<b>Case Manager(s):</b> Carly Aubrey, Senior Planner <a href="mailto:caubrey@fallschurchva.gov">caubrey@fallschurchva.gov</a> 703-248-5016  <b>Special Comments from Case Manager:</b>  Application for proposed cottage housing development allowed by a newly adopted ordinance through the special exception process.  Electronic files for the application and the ordinance can be found here:  <u>\\cfcnetapp02\Public\DEVELOPMENT SERVICES\ DEVELOPMENT By Address\Railroad Cottages [2017-0220]</u>
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<b>Project Schedule:</b>  <input checked="" type="checkbox"/> Planning Commission Meeting on: TBD  <input checked="" type="checkbox"/> DRC Meeting on: TBD  <input checked="" type="checkbox"/> City Council Meeting on: TBD	<b>Written Comments Due to Case Manager:</b> March 17, 2017  <b>Reviewer Comments:</b> <input type="checkbox"/> No comments <input checked="" type="checkbox"/> Standardized comment sheet is attached <input type="checkbox"/> Comments have been emailed to Case Manager(s)  Signature: <u>Ross Stirling</u> Date: <u>3/6/17</u> Department/Division: <u>FAIRFAX WATER</u>
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CURVE TABLE					
Curve	Radius	Length	Area	Volume	Weight
(1)	(2)	(3)	(4)	(5)	(6)
1	100	157.08	157.08	157.08	157.08
2	200	314.16	314.16	314.16	314.16
3	300	471.24	471.24	471.24	471.24
4	400	628.32	628.32	628.32	628.32
5	500	785.40	785.40	785.40	785.40
6	600	942.48	942.48	942.48	942.48
7	700	1099.56	1099.56	1099.56	1099.56
8	800	1256.64	1256.64	1256.64	1256.64
9	900	1413.72	1413.72	1413.72	1413.72
10	1000	1570.80	1570.80	1570.80	1570.80

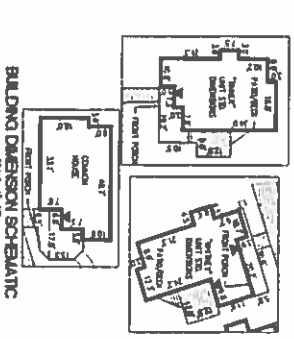
Year	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100
1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	

THE DAILY STOKESWATER NARRATIVE

SAVED DAILY RESOURCES IN THE MOUNTAINS OF BROOKFIELD PARK, PROTECTED FOREST, AND/OR CHASE AND RESERVES TO MEET PROPOSED FOREST REQUIREMENTS.

SAVED DAILY RESOURCES WILL BE LEFT TO GROW AND MAINTAIN FOREST COVER AND SOIL PROTECTION FOR THE FOREST COVER.

PAUL, I believe the DAILY AND DAILY RESOURCES TO BE PROTECTED IN THE MOUNTAINS OF BROOKFIELD PARK, PROTECTED FOREST, AND/OR CHASE AND RESERVES TO MEET PROPOSED FOREST REQUIREMENTS.

[illegible][illegible]

**From:** Todd Hafner <THAFNER@nvrpa.org>  
**Sent:** Thursday, March 23, 2017 12:52 PM  
**To:** Carly Aubrey  
**Cc:** Dan Iglhaut  
**Subject:** Fwd: Railroad Avenue  
**Attachments:** image001.png; ATT00001.htm; Railroad Ave Plan Comments.pdf; ATT00002.htm

Carly,

Below are the comments we have at this time regarding the City's request to (1) install the Grasspave and no parking signs along Railroad Avenue, and (2) have some kind of designated space so emergency vehicles could turn around. We may have further comments after studying the special exception application in detail and doing additional research.

\* Attached are some modifications to the draft plan included in the special exception application. The attachment notes where we discussed having Grasspave instead of asphalt and shows proposed bollards.

\* When we last met, the developer offered to install two parking spaces at our maintenance shed. We do not need those spaces.

\* We would prefer flexible bollards in lieu of a gate to keep vehicles from entering the trail. That said, if we replace the asphalt outside of the road easement with Grasspave, we probably won't even need the bollards as the grass will provide enough deterrent.

\* The developer and City will need to enter into an agreement with NOVA Parks allowing the work to be completed on park property. Among other things, the agreement will require the developer to pay for NOVA Parks staff time and out of pocket expenses (such as engineering review and legal expenses to draft agreements). There will also be a construction deposit required that will be refunded at end of work if everything is completed properly.

\* Since the improvements on park property are intended for the benefit of the City for fire protection, the City will need to enter an agreement with NOVA Parks to maintain the surface improvements, bollards and no parking signs.

\* As you know, we can't grant permanent rights in the park property, nor can we predict what our future park development needs might be. The space occupied by the proposed improvements could someday hinder NOVA Parks ability to develop the valuable park property and to provide facilities to

benefit the public. Accordingly, there will need to be language in the agreement with the City that indicates NOVA Parks may remove or develop the Grasspave areas and designated emergency vehicle turnaround at its discretion (essentially everything outside of the existing 12 foot wide public road easement), and the City will not deny approval of future NOVA Parks plans and permits because of the existence of the Grasspave strip and turn around area.

I hope the City does not view this requirement as a problem. The City advised NOVA Parks months ago that the cottage development would receive Fire Marshal approval with the existing 12 foot wide public road easement - regardless of any additional assistance provided by NOVA Parks. The City understood that (1) we can't grant rights in the federally grant funded property, and (2) the narrow W&OD Trail property is an extremely valuable public resource and should not be diminished to aid private development. In the spirit of cooperation, NOVA Parks suggested the 6 foot wide Grasspave strip and no parking signs to make the City and the Fire Marshall feel more comfortable about the proposed cottage development. It is very unlikely that we would ever do any development that would interfere with the proposed emergency vehicle improvements, but it is something we can't rule out completely forever.

Please let me know if you have any questions or comments.

Thanks,  
Todd

Todd Hafner  
Director of Planning and Development  
NOVA Parks  
5400 Ox Road  
Fairfax Station, Virginia 22039  
[thafner@nvrpa.org](mailto:thafner@nvrpa.org)<<mailto:thafner@nvrpa.org>>  
Direct: 703-359-4606  
Main Office: 703-352-5900  
[www.novaparks.com](http://www.novaparks.com)<<http://www.novaparks.com>>